



## IDAHO DEPARTMENT OF PARKS & RECREATION

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# AGENDA

for  
August 3-5, 2004  
Quarterly Board Meeting  
Hells Gate State Park  
Lewiston, Idaho

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**Idaho Department of Parks and Recreation Headquarters  
Boise Idaho**

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**A G E N D A**  
**IDAHO DEPARTMENT OF PARKS AND RECREATION**  
**Quarterly Board Meeting**  
**August 3-5, 2004**  
**Hells Gate State Park**  
**Lewiston, Idaho**

**August 3<sup>rd</sup>**

<b>EXECUTIVE SESSION</b>	8:30 – 11:00 a.m.
<b>LUNCH</b>	11:30 a.m. – 1:00 p.m.
<b>BUDGET WORKSHOP</b>	1:00 - 5:00 p.m.
<b>COMMUNITY MEETING</b>	5:00 - 6:30 p.m.

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**August 4th**

**CALL TO ORDER:**

8:00 a.m.

**WELCOME:**

Introduce Guests - Chairman Ernest Lombard

**AGENDA:**

Additions or deletions to the printed agenda

**APPROVAL OF MINUTES:**

April 27-28, 2004

**ELECTION OF VICE CHAIR**

**STAFF PRESENTATIONS TO THE BOARD:**

8:15 a.m. Consent Agenda

8:30 a.m. Park YTD Revenue Report

*Jane Wright*

9:00 a.m. Approval of FY'06 Budget

*Jane Wright*

9:15 a.m. Fiscal Year End '04 Financial Report

*Jane Wright*

9:45 a.m. Park Visitation Update

*David White*

10:00 a.m. Introduction of Dworshak State Park Manager

*David White*

10:05 a.m. Development Project Status

*Myron Johnson*

**BREAK**

10:30 a.m.

10:45 a.m. Park Master Plan Review and Strategic

Planning for Master Plans

*Dean Sangrey*

11:15 a.m. Outdoor Education Update

*Jennifer Couture*

11:30 a.m. Bayhorse Property Acquisition Update

*Rick Cummins*

**LUNCH**

Noon

**PUBLIC FORUM**

1:00 p.m. Open time for guests to address the Board on  
Staff Presentations or Action Items (5 minutes  
maximum per person)

1:30 p.m. Horizons SCORE Card Update

*Rick Cummins*

1:45 p.m. Motorized/Non-Motorized Boating Program

Update

*Corby Christensen*

2:00 p.m. Back Country Yurt Expansion Status

*Leo Hennessy*

**ACTION ITEMS**

2:15 p.m. Idaho Rail to Trail Potential Conversion

*Leo Hennessy*

2:30 p.m. Harriman Trail Management Plan

*Garth Taylor*

2:45 p.m. Heyburn Float Homes Lease Expiration

*David White*

**BREAK**

3:15 p.m.

3:30 p.m. 2005 Proposed Legislation

*Dean Sangrey*

4:00 p.m. Fiscal Year 2005 Recreation Road and Bridge Grant Funds

*Jane Wright*

4:30 p.m. IDPR Grant Program Advisory Committee (RV, REC, RTP, LWCF)

*Chuck Wells*

5:00 p.m. Board Policy Manual Review (Development)

*Myron Johnson*

**RECESS**

5:15 p.m.

**August 5th**

**CALL TO ORDER**

**ATTORNEY GENERAL'S** 8:00 a.m.

**REPORT**

**DIRECTOR'S REPORT** 8:15 a.m.

**EXECUTIVE SESSION** 8:45 a.m.

**ADJOURNMENT** 10:00 a.m.

**THE BOARD**

**MISSION:** To promote the general welfare and enhance the quality of life for present and future generations by developing and protecting, where needed, the state's significant natural and cultural heritage. To promote the appropriate use of recreation as a means of enriching society and the wholesome enjoyment of life. To provide a balance between individual rights and what is best for the common good. To educate and lead people to a part of the natural world. To touch the lives of all Idahoans in some positive way. To work with other agencies and groups who are interested in the goals we may have in common. To maintain close contact with constituent concerns and represent their needs to the department. To be visionary in providing policy, direction, and leadership to staff. To advocate adequate funding for the agency's activities.

- (1) This is the final agenda. Copies of the agenda will be available at the Idaho Department of Parks & Recreation, 5657 Warm Springs Avenue, Boise, Idaho. The agenda can also be found on the Department Website ([www.idahoparks.org](http://www.idahoparks.org)) If you have questions or would like to arrange auxiliary aids or services for persons with disabilities, please contact the Department Administrator of Management Services at 208-334-4199. Accommodations for auxiliary aids or services must be made no less than five (5) working days in advance of the meeting.
- (2) The Consent Agenda addresses routine items the board may approve without discussion. An item may be moved from this agenda area to another at the request of the Board.
- (3) The Action Items address policy and program items the Board may wish to discuss prior to making a formal recommendation or decision. An item may be moved from this agenda area to another at the request of the Board.
- (4) The Director's Report provides information only. An item may be moved from this agenda area to another at the request of the Board.

IDAPA RULE     IDAPA FEE     BOARD ACTION REQUIRED  
 BOARD POLICY     INFO ONLY NO ACTION REQUIRED

**Idaho Park and Recreation Board Meeting**

Lewiston, Idaho  
August 3 – 5, 2004

**AGENDA ITEM:** Park YTD Revenue Report  
Fiscal Year 2004 End of Year Financial Statements  
Fiscal Year 2006 Budget Request

**ACTION REQUIRED:** BOARD ACTION REQUIRED

**INTERIM**

**DIVISION ADMINISTRATOR:** Jane Wright

**PRESENTER:** Jane Wright, CPA, CIA

**PRESENTATION**

**BACKGROUND INFORMATION:** The agency's Park YTD Revenue Report, 2004 fiscal year end financial statements fiscal year 2006 budget proposal will be mailed under separate cover prior to the Board meeting.

Because of year-end close dates set by the State Controller's Office, the data to compile the financial statements is not available in time to mail with the standard Board packet. A review and summary of the financial statements will be provided during the Board meeting.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** The Board action recommended will be included in the final documents.

IDAPA RULE     IDAPA FEE     BOARD ACTION REQUIRED  
 BOARD POLICY     INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
Lewiston, Idaho  
August 3 - 5, 2004

**AGENDA ITEM:** Park YTD Visitation

**ACTION REQUIRED:** NO BOARD ACTION REQUIRED

**INTERIM**

**DIVISION ADMINISTRATOR:** David White

**PRESENTER:** David White

**PRESENTATION**

**BACKGROUND INFORMATION:** This report is provided to keep Board members apprised of current visitation trends and to identify any areas of concern regarding visitor numbers. An up-to-date report is being compiled and will be presented at the Board meeting.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** This presentation is for informational purposes only. No Board action is necessary.

IDAPA RULE       IDAPA FEE       BOARD ACTION REQUIRED  
 BOARD POLICY     INFO ONLY, NO ACTION REQUIRED

## AGENDA

### Idaho Department of Parks and Recreation Board Meeting

Lewiston, Idaho  
August 3 - 5, 2004

**AGENDA ITEM:** Development Project Status

**ACTION REQUIRED:** NO BOARD ACTION REQUIRED

#### INTERIM

**DIVISION ADMINISTRATOR:** Jane Wright

**PRESENTER:** Myron Johnson

#### PRESENTATION

**BACKGROUND INFORMATION:** The current progress chart included in the Board packet has a new format. We have updated the old chart to show when projects are closed and what the total cost was relative to the project budget. We have also added a column that indicates who is assigned to the project and rearranged the projects into the three regions of the state.

Project updates:

#### North Region Projects

- **Priest Lake Lions Head** – Consultants hired to create a site plan for this facility. Before any further alterations to this area of the park were done it was determined to develop a long-term plan. Hired were Beck and Baird of Boise, Idaho. Work began in June and a site visit will occur in July. We anticipate this project will be finished by the end of fall, 2004.
- **Hells Gate** – Lewis and Clark Discovery Center and administrative site will be completed by the time of the Board meeting. The ribbon cutting and dedication will take place on Thursday, August 5, 2004.
- **Hells Gate** – Day-use irrigation plans are underway. Bidding will occur in August with installation to begin in October 2004.
- **Winchester** – plans and specifications for shop/office remodel are complete. Division of Public Works will oversee project.
- **Farragut** – The park and region continue to evaluate our patron needs at this park. A new site location for a campground is expected by the time of the next Board meeting.
- **Glade Creek Camp** – Wayside and overlook plans and specifications are complete we are soliciting comments now from the Governor's Lewis and Clark Trail Committee, the Idaho Heritage Trust and U.S. Forest Service

offices at Lolo Pass before developing the parking and viewing platform at the site.

- **Old Mission Visitor Center** – Design is at 95%, plans and specifications are being finalized with advertisements and bids done in August 2004.

### **South Region Projects**

- **Ponderosa** – ‘Mega’ Project – is under contract. The first phase of development is the Kokanee Cove Campground renovation. Lead consultants for that area are Lombard-Conrad Associates, from Boise, Idaho (LCA). They are also consultants for the new Visitor Center within the park. Hatchmeuller Associates out of Coeur d’Alene, Idaho have been contracted to review internal circulation patterns within the park and are the principal designers of the renovation of Lakeview Village for RV camping and the addition of future camper cabins in the area. They will also do the landscape designs for Kokanee Cove campground as a sub-consultant.
- **Lake Cascade** – Marina feasibility study is winding to a conclusion. We expect a final report to be done by August 2004 and a report to go to the Board at their November meeting.
- **HQ Improvements** – the Division of Public Works is bidding the site improvements currently. Construction will begin as soon as they select the winning contractor.
- **Bruneau Dunes** – Observatory Plaza is currently being bid for construction.
- **Bruneau Dunes** – Broken Wheel Campground underground irrigation system – we finalized the plans and specifications in July 2004 and are bidding this project in August with construction to begin in September.
- **Three Island Crossing** – emergency repairs to the sewer pump station are underway.

### **East Region Projects:**

- **Billingsley Creek** – Volunteer Sites are complete and in use.
- **Castle Rocks** – Smoky Mountain Campground designs and plans are underway. Bidding for the internal roadway construction will happen in August with construction expected in September/October 2004.
- **Bear Lake** – East Beach Campground renovation – a contract was signed with BECO, of Idaho Falls, Idaho, in June. Construction is not anticipated until September, with the final elements to be finished by camping season 2005.
- **Harriman** – Historic Preservation School will begin on August 16<sup>th</sup> - the school will hold as many as 60 students over the five-week duration. The school was presented an Orchid Award for their detailed drawings and recommendations of property facilities that are currently being used or could be used for public tours in the future.
- **Harriman** – ‘Railroad Ranch’ Welcome Center – we will determine the scope of work by the end of July 2004. Start planning process by mid-summer, get input by Pacific Northwest Preservation School and users of the park. Hire a

consultant in Fall 2004 to develop plans and specifications based upon future park needs and innovative ways to encourage passers-by to stop and visit the park.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** This presentation is for informational purposes only.

**ACTIVE DEVELOPMENT PROJECTS as of JULY 1, 2004**

Project No.	Project	Design	Bid / Award	Con struct	Comp / Cancel	Milestones	Project Budget	Spent to Date	Closed	Project +/-
<b>REPAIR AND REMODEL PROJECTS</b>										
<b>STATEWIDE</b>										
310521	State Parks Historical & Cultural Investigations	N/A	N/A	N/A	N/A	* Ongoing; SHPO approval received on all submitted construction projects.	264,200	261,664		
300051	Statewide Picnic Tables & Fire Ring Replacement	N/A				* New project to start in Fall 2004.	120,000			
300052	Statewide Restroom Replacements					* New project to start in Summer 2004.	340,000			
<b>NORTH REGION</b>										
310113	Priest Lake Lion Head Composter Replacement	X	X			* Now bidding modifications required to handle high liquid loading.	65,000	43,074		
310123	Priest Lake Indian Creek Paving	X	X	X	X	* Work completed, preparing to close project.	397,614	337,708		-59,906
320251	Dworshak - Three Meadows Road Improvement Design					* New project to start in Summer 2004.	50,000			
320301	Hells Gate Loop A Campground Irrigation Upgrade	X	X	X	X	* Work completed, paying final invoices and preparing to close project.	112,400	85,252		
320332	Hells Gate Day Use Irrigation System Replacement	X				* Design is 90% complete. Bid in August, award for fall construction.	95,000	9,630		
320541	Winchester Shop Remodel	X				* DPW project and funding. * Consultant preparing cost estimates.	51,450	0		

## Idaho Dept. of Parks and Recreation

**ACTIVE DEVELOPMENT PROJECTS as of JULY 1, 2004**

Project No.	Project	Design	Bid / Award	Con struct	Comp / Cancel	Milestones	Project Budget	Spent to Date	Closed	Project +/-
<b>SOUTH REGION</b>										
330123	Ponderosa Kokanee Cove Site Clearing	N/A				* Asbestos abatement being completed prior to further work.	100,000	2,500		
330251	Eagle Island - Pavement Rehav					* New project to start in Summer 2004.	25,000			
330841	HQ Remodel and South Region Construction	X				* DPW project mgt. * Preliminary design complete for cold-storage building. DPW bidding asap.	185,000	4,120		
330851	HQ Signage at Entrance					* New project for scope and schedule to be determined	30,000			
330403	Lucky Peak Sandy Point Well	X				* Directed not to proceed with this project.	12,500	0		
330411	Lucky Peak Spring Shores Site Work	X				* Finalizing construction documents completed.	152,900	19,478		
330451	Lucky Peak Sandy Point Road Repairs					* New project to start in Summer 2004.	10,000			
330531	Bruneau Dunes Sprinkler System Replacement	X				* Consultant preparing design/construction documents. Ready for bidding in May.	157,000	3,880		
330541	Bruneau Dunes Observatory Plaza	X				* Develop plans and specifications April. Bid in May for summer construction.	100,000	0		
330651	Three Island Sewer Lift Station Upgrade	X				* Consultant under contract.	50,000			
330652	Three Island Road Repairs					* New project to start in Summer 2004.	75,000			
340351	Thou Spr - Billingsley Water Treatment					* New project to start in Fall 2004.	35,000			
340353	Thou Spr - Malad day use restroom ADA Upgrade					* New project to start in Fall 2004.	50,000			
<b>EAST REGION</b>										
340441	City of Rocks/Castle Rocks Shop Utilities	X	N/A	X		* Staff has begun construction of building interior.	25,000	144		
340451	Castle Rocks - Admin Site Parking Lot					* New project to start in Summer 2004.	15,000			
350151	Massacre Rocks - DEQ Water Upgrades					* New project to start in Fall 2004.	10,000			
350351	Bear Lake - Replace Culinary Tank					* New project to start in Summer 2004.	10,000			
350352	Bear Lake - Armor North Jetty					* New project to start in Fall 2004.	20,000			
360241	Henrys Lake Road Repairs	X	X			* Working with Idaho Transportation Department, District 6, to piggyback chip seal project on an upcoming SH20 project.	40,000	0		
360251	Harriman Cattle Bridge Abutment Repair					* New project to start in Fall 2004.	140,000			

**ACTIVE DEVELOPMENT PROJECTS as of JULY 1, 2004**

Project No.	Project	Design	Bid / Award	Con struct	Comp / Cancel	Milestones	Project Budget	Spent to Date	Closed	Project +/-
<b>CAPITAL PROJECTS</b>										
<b>STATEWIDE</b>										
300039	Cabins/Yurts Statewide (2003)	X	X	X	X	* Hells Gate cabins in place and being completed. * Approval for LWCF funding received 2/9/2004.	670,220	661,913		-8,307
300049	Cabins/Yurts Statewide (2004)	X	X			* Two more cabins ordered. To be delivered in Sept '04	40,000	1,932		
300,059	Cabins/Yurts Statewide (2005)					* New project to start in Summer 2004.	225,000			
300048	Statewide Volunteer Site Development	X	N/A			* Construction to begin spring 2004.	60,000	963		
300058	Statewide Volunteer Site Development					* New project to start in Summer 2004.	60,000			
<b>NORTH REGION</b>										
310141	Priest Lake - Lion Head Site Planning	X				* Consultant contract awarded for planning work starting in August	50,000	0		
310531	Farragut Campground Concept/Planning	X	N/A	N/A	N/A	* Data collection for new site being developed.	250,000	39,506		
310551	Farragut Campground Design and Constr (Ph I)					* Design documents will begin when final concept decisions are made.	547,000			
310621	Old Mission Visitor Center Construction	X				* Design program complete. * Design concepts presented to committee/staff.	439,000	95,560		
310841	Heyburn Site Planning and Marina Analysis	X				* Preliminary design started water system analysis and modifications.	200,000	0		
310951	CdA Parkway - Higgens Pt Shelter					* New project to start in Fall 2004.	45,000			
320121	McCroskey Water System Installation	X				* Working on design completion for DEQ approval.	50,000	27,084		
320331	Hells Gate Lewis & Clark Discovery Center	X	X	X	X	* Construction 100% complete. Building ready for interpretive exhibits. Paying final invoices.	1,026,329	804,851		
320322	Hells Gate Lewis & Clark Exhibits	X	X	X		* Under contract and installation complete. * Completion date: 7/30/04.	935,647	935,647		
320411	Glade Creek Camp	N/A	N/A			* Design underway. NPS Trails Grant received March 2004 for \$20,000 match.	40,000	5,224		
320551	Winchester New Admin Office					* New project to start in Fall 2004.	105,000			

## Idaho Dept. of Parks and Recreation

**ACTIVE DEVELOPMENT PROJECTS as of JULY 1, 2004**

Project No.	Project	Design	Bid / Award	Con struct	Comp / Cancel	Milestones	Project Budget	Spent to Date	Closed	Project +/-
<b>SOUTH REGION</b>										
330131	Ponderosa Kokanee Cove Group Camp Design	X				* New consultants working on schematic design for group campground.	1,350,000	13,967		
330151	Ponderosa Lakeview Village Upgrade	X				* Consultant contract in place to begin planning and design work.	1,427,000			
330421	Lucky Peak Spring Shores Well/Utilities	X				* Currently reviewing water rights issues.	40,000	7,251		
330741	Lake Cascade Recreation Management Plan Improvements (BOR Title 28)	X	N/A			* Projects scoped, construction to be done in-house in summer / fall.	50,000	0		
330742	Lake Cascade Marina Feasibility	X				* Consultant preparing documents for preliminary study. Completion of study June 15, 2004.	164,400	76,659		
330751	Lake Cascade Marina Design					* Work will commence when decisions are made on Feasibility Phase.	500,000			
330511	Bruneau Dunes Science Center-Phase I	X				* Design complete. Plans/specs. ready to bid. * Fundraising in progress.	500,286	85,628		
340352	Thou Spr Master Plan					* New project to start in Summer 2004.	40,000			
<b>EAST REGION</b>										
340421	City of Rocks Road Improvement	X	X	X	X	* Final work being completed.	100,000	100,000		0
340431	Castle Rocks - Smoky Mtn Campground Design	X				* Access Road construction contract bids due on 7/22/04. Campground design in progress.	1,388,950	16,378		
340452	Castle Rocks Ranch Site Planning					* New project to start in Summer 2004.	150,000			
340491	City of Rocks Water System Upgrade (DEQ)	X	N/A	N/A		* Equipment purchased and main waterline was installed. * DEQ approval underway.	89,500	52,065		
350331	Bear Lake Campground Renovation	X	X			Construction contract awarded for start after Labor Day weekend.	601,273	55,865		
350341	Bear Lake - North Beach Improvements	X	X	X	X	* Restrooms installed. Paying final invoices and preparing to close project.	50,000	50,000		0
360112	Harriman Domestic Water System Upgrade (DEQ)	X	X	X	X	* Connection for water injector completed. Project ready to close.	10,000	10,162		162
360121	Harriman Welcome Center Design					* Awaiting decision to move ahead with planning and design of new Welcome Center.	560,856	2,000		
360212	Henry's Lake Volunteer Sites	X	N/A	X		* Construction of (3) sites is in progress.	25,000	1,379		
360431	Ashton-Tetonia Trail Construction Design	X				* Concept report approved in 9/03. * Environmental submittals to ITD in Sept/Oct 2003. * Preliminary design submitted to ITD on May 21, 2004.	488,600	202,749		

**ACTIVE DEVELOPMENT PROJECTS as of JULY 1, 2004**

<b>Project No.</b>	<b>Project</b>	<b>Design</b>	<b>Bid / Award</b>	<b>Con struct</b>	<b>Comp / Cancel</b>	<b>Milestones</b>	<b>Project Budget</b>	<b>Spent to Date</b>	<b>Closed</b>	<b>Project +/-</b>
360531	Yankee Fork RV Dump Station	X	X	X	X	* Substantially completed in 9/03. Small water system upgrade will happen this fall.	132,575	116,568		

IDAPA RULE     IDAPA FEE     BOARD ACTION REQUIRED  
 BOARD POLICY     INFO ONLY, NO ACTION REQUIRED

## AGENDA

### Idaho Park and Recreation Board Meeting

Lewiston, Idaho

August 3 - 5, 2004

**AGENDA ITEM:** Park Master Plan Review and Strategic Plan Development

**ACTION REQUIRED:** NO BOARD ACTION REQUIRED

**INTERIM DIRECTOR:** Dean Sangrey

**PRESENTER:** Dean Sangrey

### PRESENTATION

**BACKGROUND INFORMATION:** In response to Board Direction, staff is developing a strategy to address park master planning efforts and for completion of an updated strategic plan.

A committee met in July and has recommended that completion of master plans be pursued for Heyburn State Park, the Thousand Springs Park District, and Castle Rocks. It was also recommended that an update of the Eagle Island master plan be included in these efforts.

The basic plan will necessitate contracting with consultants to produce the master plan documents for Heyburn, Thousand Springs, and Castle Rocks. Adequate internal expertise is available to handle the update for Eagle Island. In coordination with the consultants, our Development Planners will assist with obtaining public testimony, assessing impacts to the resources, technical expertise, overseeing the consultants performance, writing the RFP, and interpreting IDPR's master plan process, with a focus on modifying the requirements to better fit the needs at a specific site.

IDPR must begin work on re-writing our strategic plan. The Data Center is currently developing information for inclusion in the SCORPT Plan, and Rick Just has expressed interest in working on both projects based on the work that he and his staff are already compiling. A portion of the funding necessary for completion of the strategic plan has already been appropriated, and will be transferred for Data Center use.

The following table provides detail of anticipated funding sources:

<b>Master Plan Site</b>	<b>Current Funding &amp; Fund Source(s)</b>	<b>Projected Cost</b>	<b>Note</b>
Thousand Springs	\$40,000 Capital Improv. Fund (0247.01)  The FY2005 general fund appropriation request was denied.	\$60,000	The agency can request to use General Fund personnel savings from vacant positions to cover the unfunded portion through the Division of Financial Management.
Heyburn State Park	Heyburn Enterprise Fund 0410.01	\$110,000	Funded from prior year appropriation request.
Castle Rocks State Park	\$50,000 Capital Improv. Fund (0247.01)  \$30,000 (0250.05) RV Grant	\$80,000	New state park needs plans developed before adding facilities.
Eagle Island Amendment	Park & Recreation Fund (0243)	\$10,000	The Eagle Island Master Plan was completed in November, 2000. In house expertise is available to amend the Plan.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** This presentation is for informational purposes only.

IDAPA RULE       IDAPA FEE       BOARD ACTION REQUIRED  
 BOARD POLICY     INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
Lewiston, Idaho  
August 3 - 5, 2004

**AGENDA ITEM:** Outdoor Education Program

**ACTION REQUIRED:** NO BOARD ACTION REQUIRED

**INTERIM DIRECTOR:** Dean Sangrey

**PRESENTER:** Jennifer Couture

**PRESENTATION**

**BACKGROUND INFORMATION:** A presentation was made to the Board at the January 2004 meeting that opened discussion on the Outdoor Education Program (OEP) and the need to reassess the OEP proposal and overall agency education and interpretation needs.

At the conclusion of the discussion and formal motion by the Board, staff was directed to conduct a reappraisal of the OEP and audit the current educational/interpretation efforts made by the agency.

The Team Advisory Group (TAG) began a re-evaluation of the outdoor education needs within the state of Idaho, which included curriculum and educational programs already in place and operating within IDPR. An analysis by the TAG determined that the Department has four areas of interest in providing outdoor recreation education:

1. traditional interpretation
2. outdoor skills education
3. outdoor ethics education
4. outdoor safety education

Based on those areas of interest, TAG audited the current education and interpretive programs within the agency.

**Education Audit Findings**

*Interpretation:*

Funding cutbacks in recent years have weakened IDPR's Interpretive Program. Even so, IDPR has a statewide interpretive coordinator position, one full-time park interpreter, and the capability of hiring seasonal interpreters. The best opportunity for an expanded outdoor skills and ethics education effort lies with the interpretive staff. Refocusing interpretive efforts to include those necessary elements at every opportunity is a low-cost way to improve the programs content and effectiveness.

*Boating Education:*

The agency's needs in boating safety education are being met by existing staff and resources.

*Off-Highway Vehicle Education:*

A significant void exists in this area. With OHV registration numbers increasing annually, there is an immediate need to establish a curriculum, including skills, ethics, and safety, for the State's OHV operating constituents.

Education Audit Conclusion

Current agency organization and available funding make it possible to address the need for Off-Highway Vehicle (OHV) education immediately, without the need for additional reorganization and or program development.

At this time, TAG has decided to move forward with the creation and implementation of an OHV Education Specialist position.

- **Supervision:**

Similar to the Boating Education Program, supervised by the Boating Program Manager, the OHV Education Specialist position will be supervised by the OHV Program Manager.
- **Position Description:**

Necessary position descriptions and classifications are being created. It is anticipated that the position will be advertised and an applicant selected in September 2004.
- **Position Responsibilities:**

The list of tasks assigned to the selected OHV Education Specialist includes but will not be limited to:

  - completion of an ATV education handbook from Outdoor Empire Publishing
  - development of a motorbike education handbook
  - implementation of a "mobile" classroom similar to the one currently used by National Off-Highway Vehicle Conservation Council (NOVHCC)
  - serving as liaison and researcher for the impending public awareness campaign with the State OHV Workgroup
  - serving as liaison for the Idaho State Trail Machine Association and assist in developing a network of "trainers" for education programs
  - serving as liaison for the Idaho State Snowmobile Association and assist in developing a network of "trainers" for education programs
  - assisting the Communication Manager in developing timely news releases regarding OHV education and safety awareness
  - assisting other State administrators and educators in the development of further education opportunities in Idaho, including state university curriculum
  - soliciting insurance providers to see what, if any, incentives may be available for those participating in a State sponsored OHV education course

Future Education-Related Goals

Once the OHV Education Program is functional and funding becomes available, staff plans to revisit agency-wide outdoor education coordination efforts as well as the possibility of an

Outdoor Education Coordinator position to oversee our statewide efforts and better utilize resources and the unique talents of staff.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** This presentation is for informational purposes only.

IDAPA RULE     IDAPA FEE     BOARD ACTION REQUIRED  
 BOARD POLICY     INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
Lewiston, Idaho  
August 3 - 5, 2004

**AGENDA ITEM:** Bayhorse Update

**ACTION REQUIRED:** No Board Action Required

**INTERIM DIRECTOR:** Dean Sangrey

**PRESENTER:** Rick Cummins

**PRESENTATION:** The Idaho Parks and Recreation Board approved the Department moving forward with an investigation of the Bayhorse Mining District with the potential of purchase for inclusion into the state park system. The Board authorized the Department to enter into a two-year option purchase agreement with Umont Mining Inc., using The Conservation Fund as an intermediary. The two-year option was agreed upon as to allow IDPR time to review the site and perform due diligence prior to committing to purchase.

IDPR through the direction of the Board has DEQ leading the investigation of the properties from a health and environmental perspective. At present DEQ has hired Maxim Technologies to complete the Phase II studies of the properties using Brownfields federal grant funds. IDPR will be reviewing other hazards, structural needs and basic site planning of how the Department would use the property. IDPR is working with Idaho Geological Survey to identify all the adits and shafts on the properties and to give some basic recommendations concerning them.

To date the Department has met with the Custer County Commissioners, representatives of BLM and USFS, a local landowner, and historical preservation individuals concerning our interest in the mining district.

An update of this review will be presented to the Idaho Park and Recreation Board.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** This presentation is for informational purposes only.

IDAPA RULE       IDAPA FEE       BOARD ACTION REQUIRED  
 BOARD POLICY     INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
Lewiston, ID  
August 3 - 4, 2004

**AGENDA ITEM:** Horizons Score Card Update

**ACTION REQUIRED:** **NO BOARD ACTION REQUIRED**

**INTERIM DIRECTOR:** Dean Sangrey

**PRESENTER:** Rick Cummins

**PRESENTATION:** The Board adopted strategic plan initiatives ‘Horizons’ for 2001 through 2005. The Score Card is a simple document that is used to track the progress of the individual initiatives. A quarterly Score Card update is submitted with each scheduled Parks and Recreation Board meeting through the Director’s report and once annually a presentation is given.

The Board will be given a presentation that will update the progress and planned direction of the initiatives.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** This presentation is for informational purposes only.

IDAPA RULE       IDAPA FEE       BOARD ACTION REQUIRED  
 BOARD POLICY      INFO ONLY, NO ACTION REQUIRED

**AGENDA**

**Idaho Park and Recreation Board Meeting**

Lewiston, Idaho  
August 3-5, 2004

**AGENDA ITEM:** Motorized/Non-Motorized Boating Program Update  
Procedures for the Allocation and Distribution of Boat  
Safety Account Sub-grants

**ACTION REQUIRED:** BOARD ACTION REQUIRED

**INTERIM**

**DIVISION ADMINISTRATOR:** Chuck Wells

**PRESENTER:** Corby Christensen

**PRESENTATION:** The purpose of this Park and Recreation Board policy is to establish objective based criteria and process for the distribution of sub-grant funds from the State Boating Safety Account. The goal of the Department is to ensure boating grants and other funding is allocated in an effective, fair, and responsive manner for the primary benefit of Idaho boaters.

**BACKGROUND INFORMATION:** Current Board Policy directs the boating program manager to determine the amount of Boat Safety Account money that is available to the county sheriffs no later than June 1 of each year. No later than July 1 of each year the boating program manager is to notify the county sheriff in each eligible country of the amount available. No later than September 1<sup>st</sup> of each year, Idaho Department of Parks and Recreation (IDPR) shall enter into a written memorandum of understanding (MOU) with each eligible sheriff and county.

IDPR receives the Request for Proposal (RFP) from the United States Coast Guard (USCG) annually in December, which is six (6) months after IDPR has already determined the amount of funding that is available to the counties. IDPR has historically made the determination based on the previous year's award. When IDPR enters into a written MOU with a county in September, the agency is promising reimbursement of county expenditures with funding that IDPR hasn't been guaranteed or will receive until the following May. IDPR cash flows the sub-grant payments to the counties from other program funds beginning in October until the grant is awarded in May.

**ACTION ITEM:**

Change Board Policy SFA 2:98 Part II, Section A, B, and C to align with the federal grant cycle.

- Proposed change - Section A. No later than January 1 of each year
- Proposed change - Section B. No later than February 1 of each year
- Proposed change - Section C. No later than April 1 of each year

**STAFF RECOMMENDATIONS:**

Staff recommend the proposed changes be made to current Board Policy in order to bring the Boating Safety Account expenditures in line with the federal grant cycle, which will reduce the time frame IDPR has to cash flow the sub-grant expenses from other program funding.

The proposed changes will better enable the Boating Program Manager to accurately determine the sub-grant award amounts for the counties. Additionally, as in the case this year when TEA-21 was up for re-authorization IDPR didn't have a grant with the USCG until re-authorization was complete or extended by Congress.





**ACTION ITEM**

**STAFF RECOMMENDATIONS:** Provide standing authorization for the Director to submit appropriate written rail banking interest notification when faced with a short Federal rail line abandonment deadline.

IDAPA RULE

IDAPA FEE BOARD ACTION REQUIRED

BOARD POLICY

INFO ONLY, NO ACTION REQUIRED

### AGENDA

#### Idaho Park and Recreation Board Meeting

Lewiston, Idaho

August 3-5, 2004

**AGENDA ITEM:** Idaho Rail to Trail Potential Conversion

**ACTION REQUIRED:** NO BOARD ACTION REQUIRED

#### INTERIM

**DIVISION ADMINISTRATOR:** Chuck Wells

**PRESENTER:** Leo Hennessy

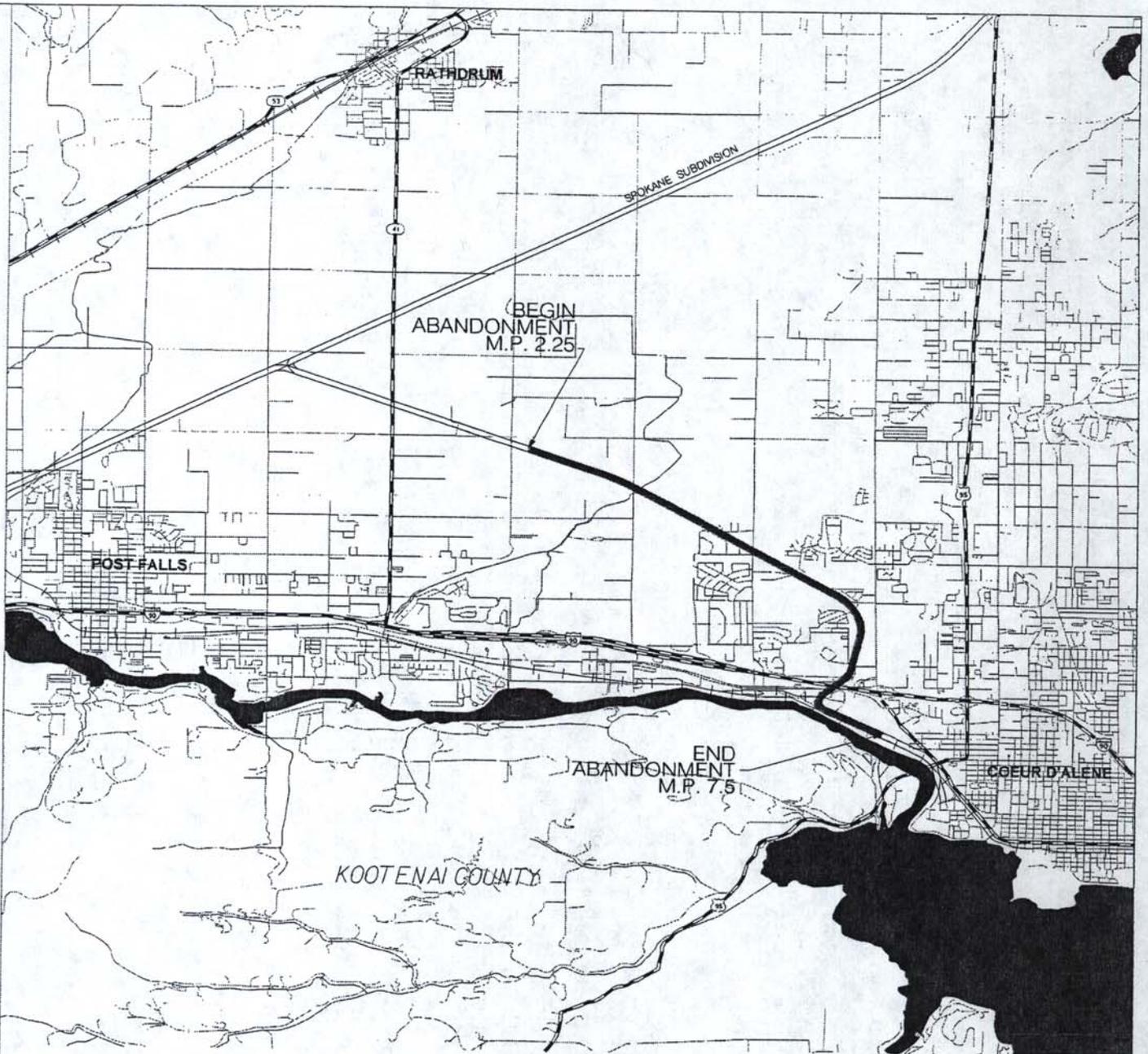
**PRESENTATION** The following is an update on two proposed railroad line abandonment that would make good recreational trails. They would connect communities, schools, parks and residential areas. Both of these lines are on the fast track to be abandoned.

The first abandonment is 5.25 miles long owned by the Union Pacific Railroad. The potential abandonment is located between Post Falls and Coeur d' Alene. The line passes through or by numerous residential areas, parks, and schools and crosses the North Idaho Centennial Trail. It would provide public access to the Coeur d' Alene River. Attached is a location map.

The second abandonment is 31 miles long owned by the Great Northwest Railroad. It is located between Orofino and Pierce and ends at the old Jaype lumber mill site. The line follows a remote canyon with only a few primitive access points. The canyon is very scenic and the line would provide great fishing access to a previously inaccessible canyon. Attached is a location map.

#### **ACTION ITEM**

**STAFF RECOMMENDATIONS:** This presentation is for informational purposes only.



NOTE:  
THERE ARE NO STRUCTURES +50

A TOTAL OF 5.25 MILES  
IN KOOTENAI COUNTY, IDAHO

- LEGEND
-  UPRR LINES TO BE ABANDONED
  -  OTHER UPRR LINES
  -  OTHER RAILROADS
  -  PRINCIPAL HIGHWAYS
  -  OTHER ROADS
  -  50+ YEAR OLD STRUCTURES

COEUR D'ALENE INDUSTRIAL LEAD  
UNION PACIFIC RAILROAD CO.  
COEUR D'ALENE INDUSTRIAL LEAD  
FEELEY SPUR TO GIBBS, IDAHO  
INCLUDING 50+ YEAR OLD STRUCTURES

SCALE  MILES

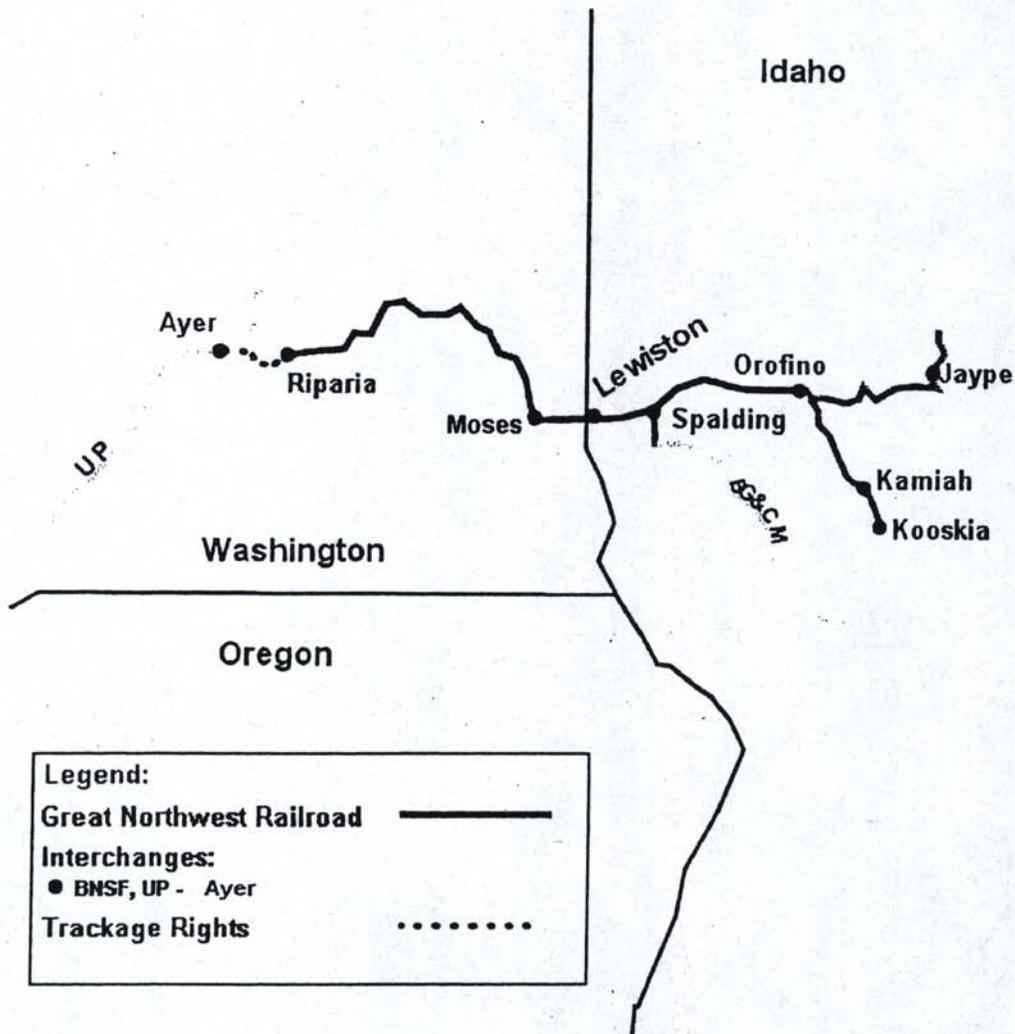
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DATE: 09-Mar-04 08:51



**WATCO**  
COMPANIES, INC.  
*"Your Transportation Specialists"*

**Great Northwest  
Railroad**



# RAIL-TRAIL Q & A

## The 12 Most Frequently Asked Questions About Rail-Trails

### What is a rail-trail?

Rail-trails are multi-purpose public paths created from abandoned railroad corridors. Flat or following a gentle grade, they traverse urban, suburban and rural America. Ideal for many uses, such as bicycling, walking, horseback riding, in-line skating, cross-country skiing and wheelchair recreation, rail-trails are extremely popular as recreation and transportation corridors. To date, more than 7,000 miles of rail-trails have been created across the country. Rail-trails also serve as historic and wildlife conservation corridors, linking isolated parks and creating greenways through developed areas. They also may stimulate local economies by increasing tourism and promoting local business.

### Do rail-trails encourage railroad abandonment?

No. Rail-trails are built after all possibilities for continued rail service have been exhausted. Rail-trails preserve the linear corridor in public ownership and provide the silver lining to the tragic decline in the nation's railroad network, still one of the most environmentally sound forms of transportation.

### What does 'abandoned' mean?

A railroad corridor is generally considered abandoned when:

(1) rail service is discontinued; (2) the Interstate Commerce Commission (ICC) officially approves the abandonment; and (3) tariffs (pay-schedules) are canceled. A rail corridor can be legally abandoned even if the tracks and ties are still in place. Conversely, even if the tracks are out it might not be legally abandoned.

### Are the tracks and ties left in place when a trail is created?

No. After abandonment the railroad company usually removes the tracks and ties for salvage. Generally the corridor is then re-graded with the original ballast left behind by the railroad. Many trails are later surfaced with asphalt, crushed stone, wood chips or another material appropriate for the intended trail uses.

### How can I find out if a corridor is actually abandoned?

This is sometimes harder than you might think. In most cases you can find out through the Rail Office of your state Department of Transportation. You might also be able to find out through the railroad, although you may need to get a high-quality historical map from your library to determine the railroad that operated on that line. *To learn more about converting abandoned corridors into trails — and to get a listing of key agency contacts in each state — order a copy of Secrets of Successful Rail-Trails: An Acquisition and Organizing Manual for Converting Rails into Trails from Rails-to-Trails Conservancy (\$19.95, \$16.95 for RTC members, plus \$4.00 shipping and handling).*

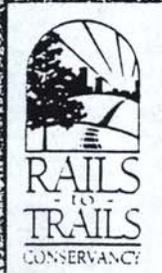
### What is 'railbanking'?

Railbanking (as defined by the National Trails System Act, 16 USC 1247(d)) is a voluntary agreement between a railroad company and a trail agency to use an out-of-service rail corridor as a trail until some railroad might need the corridor again for rail service. Because a railbanked corridor is not considered abandoned, it can be sold, leased or donated to a trail manager without reverting to adjacent landowners.

### Who owns the abandoned corridor before it becomes a trail?

Ownership of a rail corridor is generally mixed, often including the railroad, federal, state or local governments, as well as adjacent landowners. Historically, when the railroad built a line it bought some of the land and leased the rest from adjacent landowners or the federal government. When abandoned, a corridor may revert to the lease holders and, in effect, be owned by many people.

-over-



### **What is a 'public use condition' and a 'notice of interim trail use'?**

Both are documents that can be issued by the ICC during the abandonment process. A public use condition (PUC) gives public agencies the exclusive right to negotiate for 180 days with the railroad for purchase of an abandoned corridor. During this time, bridges, culverts, surface material, and any other features essential to building a trail must be kept intact. A notice of interim trail use (NITU) permits the railroad and trail manager to negotiate for railbanking and use of the line for a trail.

### **What happens to the bridges or tunnels, and what about road crossings?**

Ideally, bridges and tunnels are left intact after abandonment so that the trail agency need only add wooden decking, appropriate railings and other safety features. Although road crossings tend to be relatively few and far between on most rail lines, they must be properly striped and signed for both trail and road users. *To learn more about all aspects of rail-trail design, including surfacing materials, width, plantings, crossings and amenities, order a copy of Trails for the Twenty-First Century: A Planning, Design, and Management Manual for Multi-Use Trails from Rails-to-Trails Conservancy (\$24.95 plus \$4 shipping and handling).*

### **Who builds the trail?**

In most cases, the public agency that buys or manages the corridor builds the trail as well. The agency either develops it using its own labor and equipment or hires an independent construction company. In a few cases, a group of citizen volunteers has constructed a trail.

### **Who manages the trail?**

Trails are generally managed by local, state or federal government agencies, but some are operated by other types of organizations, including non-profit "friends of the trail" citizen groups, land trusts and community foundations.

### **Where are the trails located?**

As of April 1995, RTC has identified more than 680 rail-trails in 48 states. An additional 900 rail-trail projects are in progress, with new projects beginning each month. *For a directory of 500 of the best rail-trails, order RTC's 500 Great Rail-Trails, available for \$9.95 (\$7.95 for RTC members), plus \$4.00 shipping and handling.* If you order more than one RTC publication, include \$4 shipping and handling for the first book and \$1 for shipping each additional book.

### **I want to get involved! Where do I start?**

If you're not a member of Rails-to-Trails Conservancy, now is the time to become one! As a non-profit public charity, Rails-to-Trails Conservancy is wholly supported by its membership. Help make our vision a reality by joining today at one of the following membership levels: regular (\$18); supporting (\$25); patron (\$50); benefactor (\$100); advocate (\$500); or Trailblazer Society (\$1,000).

# RAILBANKING

## What, Where, Why, When and How?

In 1983, concerned by the rapid contraction of America's rail network, the United States Congress amended the National Trails System Act to create the railbanking program. Railbanking is a method by which lines proposed for abandonment can be preserved through interim conversion to trail use.

If the title to an about-to-be-abandoned rail corridor is in question and there is any interest in trail use, the line should be railbanked to ensure that the opportunity is not lost. On the reverse side of this fact sheet is a 'boilerplate' letter that can be used to file a railbanking and public use condition request with the Interstate Commerce Commission.

Some rail corridors contain reversions to adjacent landowners which become effective as soon as the abandonment is consummated. However, if the line is railbanked, the corridor is treated as if it were not abandoned. As a result, the integrity of the corridor is maintained and any reversions that could break it up into small pieces are prevented.

Railbanking can be requested by either a public agency or a qualified private organization. The railbanking request must be sent to the Interstate Commerce Commission in Washington, D.C., and must at the very minimum include a "Statement of Willingness to Assume Financial Responsibility" (see reverse side). Since the abandoning railroad company must agree to negotiate a railbanking agreement, a copy of the request for railbanking must be served on the railroad at the same time it is sent to the ICC.

A Public Use Condition (PUC) is different but complementary to a request for railbanking. If a PUC request is made to the ICC, the Commission will place a restriction on the abandonment, which prevents the railroad company from selling off or otherwise disposing of any property or trail-related structures such as bridges or culverts for a period of 180 days from the effective date of the abandonment. This public use condition gives the prospective trail manager some breathing room for preparing an offer to the railroad. (The public use condition is also a good back-up device should the railroad not agree to railbanking since the ICC will issue public use conditions regardless of whether the railroad agrees.)

There are several other important points regarding railbanking:

1. A railbanking request is not a contract and does not commit the interested party to acquire any property or to accept any liability. It invites negotiation with the railroad company under the umbrella of railbanking. A party filing a "Statement of Willingness to Assume Financial Responsibility" is not accepting any financial responsibility. It is merely expressing an interest in possibly doing so.
2. The tracks and ties on a railbanked line can be removed. However, bridges and trestles must remain in place, and no permanent structures can be built on the right-of-way.
3. Under railbanking, there will likely still be an actual sale of the property and the railroad will likely still want compensation. Railbanking is not generally a method for obtaining a free trail.
4. A railbanked line is subject to possible future restoration of rail service. Any railroad can apply to the ICC to resume rail service on a railbanked corridor. However, if the ICC restores rail service, the trail agency is entitled to fair market value for the corridor. The terms and conditions of a transfer back to rail service would be determined by the ICC.
5. The attached letter can only be filed on a rail line that is still under the authority of the ICC. Generally, the ICC loses authority 30 days after the effective date of an abandonment.

A more thorough discussion of railbanking and other legal issues related to rails-to-trails conversions is available in *Secrets of Successful Rail-Trails: An Acquisition and Organizing Manual for Converting Rails into Trails*, which is available from RTC for \$19.95 (\$16.95 for RTC members) plus \$4.00 for shipping and handling.

For text of "boilerplate" letter, see other side.



The following letter requests both a public use condition and railbanking. The items In Italics are to be completed by the prospective trail agency or group.

[Date]

Mr. Sidney L. Strickland, Jr.  
Secretary  
Interstate Commerce Commission  
12th & Constitution Ave., NW  
Washington, DC 20423

Re: [Name of Railroad Company]-Abandonment-[Name of County and State] AB-xx (Sub-no. yy) [ICC Docket Number]

Dear Mr. Strickland:

This comment should be treated as a protest or a petition for reconsideration in the above-captioned proceeding. This comment is filed on behalf of [Agency Name] which is a [political subdivision or government agency interested in transportation and/or natural resources, private public interest organization interested in conservation and/or recreation, etc.], which is hereinafter referred to as 'Commenter'.

While not taking a position on the merits of this abandonment, Commenter requests issuance of a Public Use Condition as well as a Certificate or Notice of Interim Trail Use rather than an outright abandonment authorization between [endpoint a] and [endpoint b].

A. Public Use Condition

Commenter requests the ICC to find that this property is suitable for other public use, specifically trail use, and to place the following conditions on the abandonment:

1. An order prohibiting the carrier from disposing of the corridor, other than the tracks, ties and signal equipment, except for public use on reasonable terms. The justification for this condition is that *[example: the rail corridor in question is along a scenic river and will connect a public park to a major residential area. The corridor would make an excellent recreational trail and conversion of the property to trail use is in accordance with local plans. In addition, the corridor provides important wildlife habitat and greenspace and its preservation as a recreational trail is consistent with that end.]* The time period sought is 180 days from the effective date of the abandonment authorization. Commenter needs this much time because *[example: we have not had an opportunity to assemble or to review title information, complete a trail plan or commence negotiations with the carrier.]*
2. An order barring removal or destruction of potential trail-related structures such as bridges, trestles, culverts and tunnels. The justification for this condition is that these structures have considerable value for recreational trail purposes. The time period requested is 180 days from the effective date of the abandonment authorization for the same reason as indicated above.

B. Interim Trail Use.

The railroad right-of-way in this proceeding is suitable for railbanking. In addition to the public use conditions sought above, Commenter also makes the following request:

STATEMENT OF WILLINGNESS TO ASSUME FINANCIAL RESPONSIBILITY

In order to establish interim trail use and rail banking under section 8(d) of the National Trails System Act, 16 U.S.C. § 1247(d), and 49 C.F.R. § 1152.29, [Agency Name] is willing to assume full responsibility for management of, for any legal liability arising out of the transfer or use of (unless the user is immune from liability, in which case it need only indemnify the railroad against any potential liability), and for the payment of any and all taxes that may be levied or assessed against the right-of-way owned by [Name of Railroad Company] and operated by \_\_\_\_\_.

The property, known as the \_\_\_\_\_ extends from railroad milepost \_\_ near \_\_\_\_\_ to railroad milepost [endpoint a] near [endpoint b] a distance of \_\_ miles in -County, \_\_\_\_\_. The right-of-way is part of a line of railroad proposed for abandonment in ICC Docket No. AB-xx (Sub-no. yy).

A map depicting the right-of-way is attached.

[Agency Name] acknowledges that use of the right-of-way is subject to the user's continuing to meet its responsibilities described above and subject to possible future reconstruction and reactivation of the right-of-way for rail service.

By my signature below, I certify service upon [Railroad Company and address], by U.S. Mail, postage prepaid, first class, this \_\_ day of 19\_\_.

Respectfully submitted,

\_\_\_\_\_

Name  
on behalf of: \_\_\_\_\_



**ACTION ITEM**

**STAFF RECOMMENDATIONS:** Staff recommends adoption of the Harriman State Park of Idaho Trail Management Plan as an addendum or sub-component of the park's Master Plan.

IDAPA RULE     IDAPA FEE     BOARD ACTION REQUIRED  
 BOARD POLICY     INFO ONLY, NO ACTION REQUIRED

## AGENDA

### Idaho Park and Recreation Board Meeting

Lewiston, Idaho  
August 3 - 5, 2004

**AGENDA ITEM:** Heyburn Float Homes Lease Expiration

**ACTION REQUIRED:** NO BOARD ACTION REQUIRED

#### INTERIM

**DIVISION ADMINISTRATOR:** David White

**PRESENTER:** David White

#### PRESENTATION

**BACKGROUND INFORMATION:** Heyburn State Park's Hidden Lake float homes date back as far as the late 1800's. The majority of the current float homes were built at a much later date but there is tremendous family history dating back to the bay's earliest park users. At one time the float homes numbered 33 in the bay.

In 1989, the Department hired a consultant to develop a General Development Plan (GDP) for the park. At this point in time, 28 float homes were located in the bay. During the development of the GDP, the Panhandle Health District (PHD) inspected the sites and reported that they did not meet PHD's grey and black water waste disposal criteria. PHD said that all of the privies must be immediately removed, the pits filled, and an approved disposal method implemented.

In November 1989, the Department brought the GDP before the Board for concept approval prior to presenting it to the public. The GDP recommended that the current float homes remain, but no more than the 28 that are presently there, and that they must meet PHD standards as well as Department standards and guidelines. Float homeowners attended the meeting and stated their support for the proposed recommendation. Two Board members felt that the GDP did not adequately address the float homes; however, the Board approved the proposed GDP.

On December 14, 1989, the private consultant held a public meeting in Plummer. They presented PHD's findings and requirements and the proposed GDP as presented and approved by the Board. This was strictly an informational meeting so no public input was gathered.

On January 17, 1990, Heyburn's GDP was presented to the Board for approval. The float home recommendation remained the same. Float homeowners attended the meeting and voiced their support of keeping the float homes and allowing them to adhere to the required standards. However, three of the Board members stated that they did not feel like the float homes were

compatible with the shoreline, park and lake, and that they were not in the best interest of the public.

After considerable discussion and comments, the Board approved the GDP with the exception of the 28 float homes stating that they, too, be phased out in a program that is appropriate or similar to the one identified for the cabins. Considerable discussion followed and it was agreed to allow two 10-year lease periods ending in December 2009. Discussion also included the potential of the Department buying out their float homes. This topic was deferred due to its legal nature. It was felt there is a considerable difference between movable and non-moveable property when discussing phase out of land-based and water-based cabins.

The General Development Plan for Heyburn was finalized to read:

#### Hidden Lake:

The existing 28 float homes are to be phased out and the shoreline restored to as near natural state as possible. The lake will be utilized by the recreating public for fishing and boating. The existing trail can be utilized for fishing access to Hidden Lake as well as looped up the hillside and tied into the Mullen Trail. It is recommended that Idaho Department of Parks and Recreation work with Fish and Game to enhance the lake's fishery.

In March of 1990, the Department formally advised the float homeowners of the Board's action identifying that the lease would expire in 20 years from the date of the Board's action, which will be December 2009. The Department began encouraging float homeowners to consider other options including moorage sites on Lake Coeur d'Alene. The Department began discussing available options with the Idaho Department of Lands (IDL). In 1997 float homeowners, Bill Schnurr, Larry Madsen, William Humble and Daniel Kelly moved their float homes at their own expense to a new location outside the park boundaries. The Department provided a letter to IDL supporting the move of the four float homeowners to their new location outside the park.

During the period from 1990 to 1997, considerable progress was made to bring the float homes up to the PHD requirements. Pit toilets were replaced with appropriate alternate methods. The Park installed a marine pump out station at Chatcolet with the capabilities of disposal for Hidden Lake float homeowners. The float homeowners installed a large floating tank to handle their grey and black water. This marine pump out has helped considerably in meeting the health Department's goals.

The Park Board made a decision 14 years ago that set in motion phasing out the float homes. We are five years from the end of their final lease. Consequently, the Department needs to contact each of the float home lessees of this impending date, thus allowing them to begin making the necessary arrangements. Prior to this notification, the Department felt it prudent to inform the current Board of the history and status of this decision and allow the Board to confirm their support of this action.

## **ACTION ITEM**

**STAFF RECOMMENDATIONS:** Staff recommends that the Board confirm their support for the phasing out of Heyburn's float homes by December of 2009 and the Department notifying the owners that there is only five years left on their lease so that they can begin preparing to remove their float homes.

IDAPA RULE     IDAPA FEE     BOARD ACTION REQUIRED  
 BOARD POLICY     INFO ONLY, NO ACTION REQUIRED

**AGENDA**

**Idaho Park and Recreation Board Meeting**

Lewiston, Idaho  
August 3-5, 2004

**AGENDA ITEM:** Advisory Committee Procedural Adjustments  
**(Proposed Legislation)**

**ACTION REQUIRED:** **BOARD ACTION REQUIRED**

**DIRECTOR:** Dean Sangrey

**PRESENTER:** Dean Sangrey

**PRESENTATION**

**BACKGROUND INFORMATION:** A presentation was made to the Board at the January, 2004 meeting that outlined various inconsistencies that have existed in the make up and operations of the various advisory committees that serve the IDPR recreational grant programs. Issues related to committee member compensation, the use of alternate committee members, varying lengths of appointed terms, and lack of consistency in appointment authority, were discussed and reviewed.

At the conclusion of those deliberations and formal actions by the Board, staff was directed to develop appropriate legislative and IDAPA rule changes to incorporate the recommended guidance.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** The following language has been drafted to reflect the needed changes to *Idaho Code*:

TITLE 67  
CHAPTER 42  
STATE PARKS

67-4223. POWERS OF BOARD. The park and recreation board shall:

(a) Adopt, amend or rescind rules as may be necessary for the proper administration of the provisions of sections 67-4218, et seq., Idaho Code, and the use and protection of park and recreational areas subject to its jurisdiction. A violation of any rule promulgated by the board pursuant to this provision which concerns the use and protection of park and recreation areas is an infraction.

(b) Make expenditures for the acquisition, leasing, care, control, supervision, improvement, development, extension and maintenance of all lands under the control of the department and to make arrangements, agreements, contracts or commitments, which may or may not involve expenditures or transfer of funds, with the head of any state institution, department or agency for the improvement or development of lands or properties under the control of the board, or any other department or agency of the state of Idaho.

(c) Appoint advisory, local and regional park and recreational councils, to consider, study and advise in the work of the department for the extension, development, use and maintenance of any areas which are to be considered as future park or recreational sites or which are designated as park recreational areas.

(d) Appoint a six (6) member recreational vehicle advisory committee, who shall be compensated as provided in section 59-509(f), Idaho Code, and act in an advisory capacity to the board on matters relating to the development and improvement of recreational vehicle related facilities and services as provided in subsection (e) of this section. Each member of the advisory committee shall be representative of recreational vehicle users with one (1) from each of the districts described in section 67-4221, Idaho Code. ~~The terms of appointment shall be concurrent with the incumbent park and recreation board member from the respective districts.~~ The terms of the appointment shall be three (3) years, except that the initial appointees shall commence on the date of appointment and shall be of staggered lengths so that the term of two (2) members will expire annually.

## TITLE 67

### CHAPTER 71

#### RECREATIONAL ACTIVITIES

67-7128. OFF-ROAD MOTOR VEHICLE ADVISORY COMMITTEE -- CREATION -- SELECTION -- TERM OF OFFICE -- DUTY. (1)The park and recreation board shall appoint an off-road motor vehicle advisory committee (ORMV) of nine (9) members. The membership of the advisory committee shall consist of three (3) members each from northern Idaho, southwestern Idaho, and southeastern Idaho. Two (2) members from each area shall represent the following groups: motorbikes or ATV riders and snowmobilers. One (1) member interested in ORMV projects shall be appointed from each area without regard to the recreational activity in which that member participates and shall represent interests other than motorbike or ATV riders and snowmobilers. Each member of the advisory committee shall be chosen by the park and recreation board to serve a term of ~~four (4)~~ three (3) years, except that the term of the initial appointees shall commence on the date of appointment and shall be of staggered lengths. Each member of the advisory committee shall be a qualified elector of the state. Duties shall include:

- (a) Representing the best interests of the ORMV users and activities which they represent in the district from which they are appointed;
- (b) Advising the department as to whether proposed ORMV projects meet the needs of ORMV users in that area;
- (c) Advising the department as to how funds can be used to rehabilitate areas on public or private lands and how the department can assist in the enforcement of laws and regulations governing the use of off-road vehicles in the state of Idaho;
- (d) The three (3) motorbike or all terrain vehicle representatives from

the ORMV advisory committee shall advise the department on matters relating to the use of moneys in the motorbike recreation account as provided for in section 67-7127, Idaho Code.

(2) ~~The department may reimburse members of the ORMV advisory committee for reasonable expenses incurred in the conduct of their official duties prescribed~~ committee shall be compensated as provided in section 59-509~~(b)~~ (f), Idaho Code, and authorized by the department.

TITLE 57  
CHAPTER 15

WATERWAYS IMPROVEMENT FUND

57-1503. WATERWAYS IMPROVEMENT FUND ADVISORY COMMITTEE.

The ~~director~~ park board of the department of parks and recreation shall appoint a six (6) member advisory committee which shall be compensated as provided in section 59-509(f), Idaho Code. The committee shall act in an advisory capacity to the department on matters relating to evaluation of applications for grants to be awarded from the state waterways improvement fund. Criteria for determining awards shall be as prescribed by the department. One (1) member shall be chosen from each of the districts described in section 67-4221, Idaho Code. Each member shall be an active recreational boater and be a resident of the region. The terms of the appointment shall be three (3) years, except that the initial appointees shall commence on the date of appointment and shall be of staggered lengths so that the term of two (2) members will expire annually.

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- IDAPA RULE     IDAPA FEE     BOARD ACTION REQUIRED  
 BOARD POLICY     INFO ONLY, NO ACTION REQUIRED

**AGENDA**

**Idaho Park and Recreation Board Meeting**

Lewiston, ID

August 3-5, 2004

**AGENDA ITEM:** Utility Type Vehicle (UTV) Legislation (**Proposed Legislation**)

**ACTION REQUIRED:** BOARD ACTION REQUIRED

**INTERIM DIRECTOR:** Dean Sangrey

**PRESENTER:** Dean Sangrey

**PRESENTATION**

**BACKGROUND INFORMATION:** Two years ago, IDPR sponsored legislation that re-defined what constituted an All-Terrain Vehicle (ATV). As a result, those vehicles that are larger by definition than an ATV can no longer be registered as an Off-Highway Vehicle (OHV) by IDPR. Some of these vehicles include Polaris Rangers, Kawasaki Mules, John Deere Gators, and other similar UTVs. The Idaho Transportation Department (ITD) will not license these vehicles, which in turn essentially limits their legal use to private lands. Sales estimates in Idaho for these vehicles are limited, but it appears that anywhere from 5,000 to 15,000 UTV's are sold annually in Idaho. Most are utilized in commercial applications, but more and more are being used for recreational purposes, albeit illegally in most cases. IDPR has been contacted by an ever-increasing number of users, vendors and dealers expressing their frustration with the situation. By creating a new class of OHV, IDPR can then provide a registration and a legal recreation opportunity on certain state and federal lands for this type of vehicle. A draft definition for these vehicles is included below:

**Utility Type Vehicle (UTV)**

*Any motor vehicle other than ATV, motorbike, or snowmobile as defined in 67-7101, designed for and capable of travel over unimproved terrain or unpaved roads. Does not include golf carts, vehicles specially designed to carry a disabled person, implements of husbandry as defined in 49-110 (2) or those vehicles used exclusively on private land for agricultural use or used exclusively for snow removal purposes.*

## **ACTION ITEM**

**STAFF RECOMMENDATIONS:** Staff recommends that the Board approve efforts to create a new class of OHV through legislation that will include a fiscal impact statement, and costs and a methodology for distribution.



IDAPA RULE     IDAPA FEE     **BOARD ACTION REQUIRED**  
 **BOARD POLICY**     **INFO ONLY, NO ACTION REQUIRED**

**AGENDA**

**Idaho Park and Recreation Board Meeting**

Lewiston, ID

August 3-5, 2004

**AGENDA ITEM:** Fiscal Year 2005 Recreation Road and Bridge Grant Funds

**ACTION REQUIRED:** **BOARD ACTION REQUIRED**

**INTERIM DIVISION ADMINISTRATOR:** Jane Wright

**PRESENTER:** Chuck Wells

**PRESENTATION**

**BACKGROUND INFORMATION:** In Fiscal Year 2005, the Idaho Department of Parks and Recreation was appropriated \$300,000 in Recreation Fuels Road & Bridge monies (Fund 0247.04) pursuant to Idaho Code §63-2412(e)3.

Traditionally, these funds are used on city or county roads that service recreational users in Idaho. The funds are also used for parking lots and/or access roads for the off-road motor vehicle programs.

Name Requestor	Amount	Project Description
Bear Lake County	\$3,000	Level and gravel the Paris Canyon parking lot. The parking lot is being purchased by Bear Lake County for snowmobilers; it has historically been used for this purpose; and the purchase and improvements will ensure the snowmobilers a parking facility for future use.
Caribou County	\$5,000	Provide parking for snowmobilers at the Eight Mile trailhead by expanding the current parking area at the Forest Service Guard Station. The Eight Mile Trail Head is a major trailhead but without a parking area.
High Desert Sledheads Snowmobile Club	\$9,374	Resurface and make improvements to the Malcomson snowmobile parking lot that serves the Mountain Home and Boise population snowmobilers.

Nez Perce County	\$120,000	Turnbay – Myrtle Beach 20 miles east of Lewiston on U.S. Highway 12 @ milepost 18.5. Total Project Cost \$241,000 Match \$121,000 The project would construct a new turnbay road on US Hwy 12 at a safe location and provide a new access road to the Myrtle Beach Park. The turnbay and access road would improve sight distance and safety for RV users and fishermen entering the campground.
City of Burley	\$37,700	Parking area at North Freedom Park Total Project Cost \$56,300 Match \$18,600 The project would pave 4,667 square yards of parking area. The existing parking will be nearly doubled in size. Curb and gutter will be added to prevent future flooding of the lot. The project would benefit boaters in the Burley area.
Caribou-Targhee National Forest	\$8,000	Parking Area at Spring Creek Total Project Cost \$22,000 Match \$14,000 This project is to resurface the existing parking lot at the Spring Creek Boat Ramp parking area with three-inch asphalt pavement overly and re-stripe parking units. It will benefit boaters in the Bonneville County area.
Total Amount Requested	\$183,074	
Total Amount Available	\$300,000	
Amount Remaining	\$115,926	Note: Staff will recommend additional projects as needs are defined throughout the year.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** Staff recommends that the Board approve the grant requests as presented.

IDAPA RULE                       IDAPA FEE     BOARD ACTION REQUIRED  
 BOARD POLICY                       INFO ONLY, NO ACTION REQUIRED

**AGENDA**

**Idaho Park and Recreation Board Meeting**

Lewiston, ID

August 3 - 5, 2004

**AGENDA ITEM:** IDPR Grant Program Advisory Committee  
Nominations

**ACTION REQUIRED:**                      **BOARD ACTION REQUIRED**

**INTERIM**

**DIVISION ADMINISTRATOR:** Chuck Wells

**PRESENTER:** Chuck Wells

**PRESENTATION**

**BACKGROUND INFORMATION:** The Department has five (5) citizen advisory committees, one each for the recreation grant programs. Each year, a portion of each committee membership is up for appointment or reappointment. In some instances citizens are newly appointed, and in others existing members who have been good committee members can be reappointed if they have served only one term in that position. A consolidated report of potential committee nominees will be forwarded to the Board prior to the Board meeting.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** Staff recommends that the Board nominate and appoint committee members to the appropriate committees from the applicant list provided.

IDAPA RULE       IDAPA FEE       BOARD ACTION REQUIRED  
 BOARD POLICY       INFO ONLY, NO ACTION REQUIRED

**AGENDA**

**Idaho Park and Recreation Board Meeting**

Lewiston, Idaho  
August 3 – 5, 2004

**AGENDA ITEM:** Board Policy Manual Review

**ACTION REQUIRED:** **BOARD ACTION REQUESTED**

**INTERIM**

**DIVISION ADMINISTRATOR:** Jane Wright

**PRESENTER:** Myron Johnson

**PRESENTATION**

**BACKGROUND INFORMATION:** Board Policy ADM 3:75 states that policies are to be reviewed, amended or ratified at the fall board meeting during odd numbered years, or upon majority vote of the Board members during interim years.

Policy staff started the initial review of all policies in July 2002. We published the policies in their entirety in the August 4, 2003 Board Agenda. With this initial review staff members found many areas where either reorganization or business rules require some modification to the policies as written.

Staff recommended the project be broken down into segments over three Board meetings. This is to allow for proper time and discussion for each of the sections. At this meeting the staff will be presenting the Development/Planning/Acquisition (DEV) section for your review. A summary of changes will be presented at the time of the staff's presentation.

**ACTION ITEM**

**STAFF RECOMMENDATIONS:** The Board adopts staff's recommended changes to Idaho Parks and Recreation Board Policies Manual for the Development section.

**DEV. 1:91 – PLANNING OF STATE PARKS** – Few responsibilities of a state park system are more important than planning. To ensure the needs of the people will be met with respect to state parks, there will be both system-wide and park-specific planning.

- I. System-wide planning shall consider, on a statewide basis, competitive demands for land use and the total recreation requirements of Idaho in order to assess the responsibility of the state in relation to federal, county, city special district governments, and the private sector.
- II. All planning shall be in conformance with the supply, demand, and need as outlined in the “Statewide Comprehensive Outdoor Recreation and Tourism Plan for Idaho.”
- III. At a minimum, a Capital Inventory Needs Plan shall be updated annually. The plan will list the acquisition and development needs for the future and establish criteria for prioritization. The Plan should be used in the development of the agency’s annual budget request to the Division of Financial Management.
- IV. Park-specific planning shall include individual park general development plans, master plans, site plans, operation plans, resource plans, and interpretive plans. The scope of park specific planning will be determined on a case by case basis. All master plans shall follow the “State Park Master Plan Guidelines” document adopted by the Board in May 2001. This process anticipates the types, qualities, and, extent of needs of the public and determines the potential areas, the land-carrying capacity, and development and services to meet these needs with estimated costs for acquisition and operation.
- V. The capital inventory needs plan, all individual park master plans, trail plans, and natural resource plans will be reviewed and approved by the Board. All changes to the approved plans will also be reviewed and approved by the Board.
- VI. The Director or Director’s designee shall approve park specific site, operating, and interpretive plans.

**DEV. 2:75 – ACQUISITION OF STATE PARK LANDS** – The acquisition program is vital to state parks and should continue commensurate with the needs of a growing population. Insofar as available funds will permit, public use of acquired areas should be made possible as soon as practical. A Procedure to Identify and Evaluate Areas of Outstanding Natural, Scientific, Cultural, Historic or Recreational Value in Idaho has been adopted by the Board and will serve as the guideline for acquisition of state park units.

The Idaho Parks and Recreation Board must approve any acquisition of property.

**DEV. 3:91 – CLASSIFICATION SYSTEM** – *Idaho Code 67-4219* states that “It is the intention of the legislature that the Department of Parks and Recreation protect, operate,

maintain, and develop areas of scenic beauty, recreational utility, and/or historic, archaeological or scientific interest.” To provide for appropriate administration of these park and recreation areas, the Board adopted a “Classification System for the Recreation Resources in the State of Idaho” in 1973 and revised in 1999. Areas, which have been classified by the Board, are listed below:

**Natural Parks**

Priest Lake  
Round Lake  
Heyburn  
Mary Minerva McCroskey Memorial  
Mowry  
Dworshak  
Ponderosa  
Bruneau Dunes  
Malad Gorge  
Harriman  
Mesa Falls  
City of Rocks National Reserve

**Recreation Parks**

Farragut  
Winchester Lake  
Lucky Peak  
Bear Lake  
Henry’s Lake  
Hells Gate  
Eagle Island  
Crystal/Niagara Springs  
Lake Cascade  
Lake Walcott

**Historical Parks**

Three Island Crossing  
Massacre Rocks State Park  
Land of the Yankee Fork

**Heritage Parks**

Coeur d’Alenes Old Mission

**Unclassified Park Lands**

Trail of the Coeur d’Alenes  
Ashton-Tetonia  
Castle Rocks  
Billingsley Creek  
Earl M Hardy Box Canyon Springs Nature Preserve

**DEV. 4:73 – SERVICES AND FACILITIES** provided to the general public shall be in accordance with the master plan and the classification plan established for the use and development of each individual park. Considerations for providing services and facilities will be:

- I. Provision shall be made for a wide range of interests and activities.
- II. Each park will be developed for as many activities as is consistent with the classification, wise use, and protection of the facility or resource.
- III. To allow full park use by individuals who may or may not own recreation equipment, the Idaho Department of Parks and Recreation may consider the rental

and sale of items appropriate in parks. The rental and/or sale may be accomplished by the department or by private concessionaire.

The Board recognizes the potential for competition with private enterprise. However, an effort should be made not to unduly compete with those services that are provided locally by private enterprise. Items for rental and/or sale should include those items that are appropriate for the park and are in keeping with the park's classification, mission, and strategic objectives.

- IV. Park facilities shall be developed to facilitate services and to provide recreation opportunity. They shall be architecturally suited to theme and purpose of the park. Park facilities may include, but shall not be limited to, the following: lodges, cabins, winter sports structures, group camps, concessionaire buildings, activity buildings and shelters, comfort stations, visitor centers, environmental awareness centers, swimming pools, various courts, motorized trails, non-motorized trails, exhibits, playground apparatus, amphitheaters or programs areas, fish cleaning stations, beach or bathhouses, marinas, golf courses, employee residences, observation platforms, various types of campgrounds, various types of day use areas, maintenance buildings, and/or underwater recreation areas.
- V. Access for people with disabilities will be provided in all new development in compliance with ADA standards.
- VI. No facilities or services shall be permitted within a park, which encourages or contributes to the deterioration of the park environment or adjacent property.

**DEV. 5:92 – NAMING UNITS OF THE STATE PARKS AND RECREATION SYSTEM** – The following procedure will be used to identify, classify, and name new units of the state parks and recreation system.

A unit is identified as a separate area with its own boundaries. A state park consists of one or more units.

- I. **Permanent Classifications and Names** – Following the acquisition of a new unit, the State Parks and Recreation Department will provide the Board with a recommendation containing the unit's permanent name and classification. The department's recommendation will be based on the criteria outlined below and existing state regulations.
- II. **Unit Names** – State Parks and Recreation units, in most cases, should bear the name to which they have been historically known due to location, topography, natural resources, cultural values, etc. State park units may also be named in honor of a person or persons living or deceased.

- III. **Classification** – Units of state parks shall be classified in accordance with the guidelines established in the classification plan adopted by the Board on August 4, 1999.
- IV. **Naming of Areas or Sites Within Units** – The director may approve the use of a name to identify an area or site within a unit when this action is necessary or desirable for any reason; such as, ease in identifying a site for users of the system, preparation of maps, etc. Names so selected may be altered or changed by the director as conditions warrant. The approval of a map or the use of a sign identifying an area shall constitute the director's approval and the recording of the director's actions.

**DEV. 6:92 PROTECTION OF STATE PARKS AND RECREATION LANDS** – Lands acquired for State Parks and Recreation should remain dedicated to that use and protected against exploitation contrary to that purpose, as specified in the Idaho Code, policies of the Board, and approved master plans. Uses not in conformance with the master plan should be considered only when no other reasonable means of accomplishing the purposes of that use are available and where there will be no destruction of park and recreation values.

**DEV. 7:91 CONTRACTING AUTHORITY** – The department has authority to conduct and hold public bid openings on public works contracts without going through the Division of Public Works, except for administrative office buildings. However, all plans and specifications must be designed by licensed consultants, and all contracts must be reviewed by the appropriate agency for conformance with provisions of the statutes, codes, and including accommodations for the accessibility of the physically challenged.

**DEV. 8:91 LAND USE EVALUATION AND DISPOSAL OF STATE PARK LANDS** – The Board may, after considering the feasibility of operating any state park area, elect to no longer manage the area. In that case, the State Land Board shall be notified in writing that certain lands are surplus to the Idaho Department of Parks and Recreation. In those cases where the properties are leased, the appropriate lessor agency will be notified. Provision of the Park Land Trust legislation will be considered before disposal of any land or other valuable property.